

BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: May 19, 2004

Division: Public Works

Bulk Item: Yes X No

Department: Engineering/Construction Mgmt

AGENDA ITEM WORDING: Approval to award an annual contract for A/E services for construction projects costing \$1,000,000.00 or less, with the following three firms: 1.) William P. Horn, Architect, P.A.; 2.) MBI/K2M Design, Inc., and 3.) Kendall J. Fleming, AIA.

ITEM BACKGROUND: There exists a need to have a contract with an A/E firm for general architect/engineer services for constructing projects costing one million dollars or less. On 03/25/04, five A/E firms responded to our Request for Professional Services, 1.) William P. Horn, P.A.; 2.) MBI/K2M; 3.) Kendall J. Fleming, AIA; 4.) Vaughn, Wunsch, Masullo, Architects, P.A.; 5.) Nancy Perez Miller Architect. On 04/19/04, the selection committee held a Public Meeting to select the top three firms. The tabulations of the selection committee resulted in the following rankings, 1st William P. Horn Architect, P.A.; 2nd MBI/K2M; 3rd Kendall Fleming Architect; 4th Vaughn, Wunsch, Masullo Architects, P.A.; 5th Nancy Perez Miller Architect. We would like to enter into a contract with three (3) of these firms which will enable us to respond to the needs of the public and the County in the most productive way possible. This contract is for one (1) year, with two (2) possible extensions.

PREVIOUS RELEVANT BOCC ACTION: The BOCC has approved annual A/E contracts in the past, but those contracts recently expired.

CONTRACT/AGREEMENT CHANGES: New contract

STAFF RECOMMENDATIONS: Approval as stated above.

TOTAL COST: 0

BUDGETED: Yes X No

COST TO COUNTY: 0

SOURCE OF FUNDS: Infrastructure sales tax

REVENUE PRODUCING: Yes No X AMOUNT PER MONTH Year

APPROVED BY: County Atty OMB/Purchasing Risk Management

Item Prepared by: Stephanie L. Collier, Construction Manager

David S. Koppel, P.E. County Engineer

DIVISION DIRECTOR APPROVAL:

Dent Pierce, Division Director

DOCUMENTATION: Included X To Follow

Not Required

DISPOSITION:

AGENDA ITEM #

D25

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY

Contract with: William P. Horn, P.A. Contract # N/A
 Effective Date: 05/19/04
 Expiration Date: 05/19/05
 Contract Purpose/Description: Approval of contract for Architectural/Engineering services on Construction projects costing \$1,000,000.00 or less. Services will include an annual contract with the Monroe County Board of Commissioners, with the option to renew for three additional years.

Contract Manager: Stephanie Coffey 4468 Engineering/Construction Mgmt
 (Name) (Ext.) (Department/Stop #)

for BOCC meeting on May 19, 2004 Agenda Deadline: May 4th, 2004

CONTRACT COSTS

Total Dollar Value of Contract: \$ Based on fee curve Current Year Portion: \$ N/A
 Budgeted? Yes ☒ No ☐ Account Codes: ----
 Grant: \$ N/A ----
 County Match: \$ N/A ---

ADDITIONAL COSTS

Estimated Ongoing Costs: \$/yr For: N/A
 (Not included in dollar value above) (eg. maintenance, utilities, janitorial, salaries, etc.)

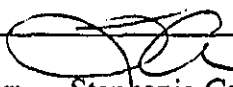
CONTRACT REVIEW

	Date In	Changes Needed Yes <input type="checkbox"/> No <input type="checkbox"/>	Reviewer	Date Out
Division Director		Yes <input type="checkbox"/> No <input type="checkbox"/>	<u>[Signature]</u>	<u>5/12/04</u>
Risk Management	<u>5/6/04</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Bill Graham</u>	<u>5/6/04</u>
O.M.B./Purchasing	<u>5/6/04</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>5/6/04</u>
County Attorney		Yes <input type="checkbox"/> No <input type="checkbox"/>		

Comments: _____

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

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 Contract Manager:  Stephanie Coffey 4468 Engineering/Construction Mgmt
 (Name) (Ext.) (Department/Stop #)
 for BOCC meeting on May 19, 2004 Agenda Deadline: May 4th, 2004

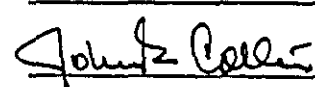
CONTRACT COSTS

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CONTRACT REVIEW

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Division Director		Yes <input type="checkbox"/> No <input type="checkbox"/>		
Risk Management		Yes <input type="checkbox"/> No <input type="checkbox"/>		
O.M.B./Purchasing		Yes <input type="checkbox"/> No <input type="checkbox"/>		
County Attorney		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		<u>05/07/04</u>

Comments: See Comments on MBI/K2m Contract.

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY

Contract with: MBI/K2M TEAM Contract # N/A
 Effective Date: 05/19/04
 Expiration Date: 05/19/05
 Contract Purpose/Description: Approval of contract for Architectural/Engineering services on Construction projects costing \$1,000,000.00 or less. Services will include an annual contract with the Monroe County Board of Commissioners, with the option to renew for three additional years.
 Contract Manager: Stephanie Soffer 4468 Engineering/Construction Mgmt
 (Name) (Ext.) (Department/Stop #)
 for BOCC meeting on May 19, 2004 Agenda Deadline: May 4th, 2004

CONTRACT COSTS

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 County Match: \$ N/A ----

ADDITIONAL COSTS

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CONTRACT REVIEW

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Division Director		Yes <input type="checkbox"/> No <input type="checkbox"/>	<u>[Signature]</u>	<u>5/12/04</u>
Risk Management	<u>5/6/04</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Bill Gunter</u>	<u>5/6/04</u>
O.M.B./Purchasing	<u>5/6/04</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>[Signature]</u>	<u>5/6/04</u>
County Attorney		Yes <input type="checkbox"/> No <input type="checkbox"/>		

Comments: _____

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CONTRACT REVIEW


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Division Director		Yes <input type="checkbox"/> No <input type="checkbox"/>		
Risk Management		Yes <input type="checkbox"/> No <input type="checkbox"/>		
O.M.B./Purchasing		Yes <input type="checkbox"/> No <input type="checkbox"/>		
County Attorney		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u>John Collins</u>	<u>05/07/04</u>

Comments: ① Pg 16 - needs names/function. ② Pg 21 J) - Does not include reference to County Code provision ③ Pg 19 - wrong reference to Ex A; wrong words in 15.1, wrong Article ④ Spelling pg 8, 11, 16, 19, 21 ⑤ No starting date, ending date, or right to renew.

✓ changes made

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY

Contract with: Kendall J. Fleming, AIA Contract # N/A
 Effective Date: 05/19/04
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CONTRACT REVIEW

	Date In	Changes Needed	Reviewer	Date Out
Division Director		Yes <input type="checkbox"/> No <input type="checkbox"/>	<u>Chris Puri</u>	<u>5/12/04</u>
Risk Management	<u>5/6/04</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Bill Juma</u>	<u>5/6/04</u>
O.M.B./Purchasing	<u>5/6/04</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<u>Salvatore Zappala</u>	<u>5/6/04</u>
County Attorney		Yes <input type="checkbox"/> No <input type="checkbox"/>		

Comments: _____

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

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Risk Management		Yes <input type="checkbox"/> No <input type="checkbox"/>		
O.M.B./Purchasing		Yes <input type="checkbox"/> No <input type="checkbox"/>		
County Attorney		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u>John Z. Collins</u>	<u>05/07/04</u>

Comments: See Comments on MB/K2M Contract.